

**PLANNING/OUTCOMES DOCUMENT**

<b>Name of person(s) completing form:</b>		Connie Gregory Randy McCall Debra Ray	<b>Curriculum/Department:</b>	Manicuring & Nail Technology	
<b>Purpose/Mission Statement:</b>			<b>Vision Statement: (3-5 years)</b>		
The purpose of the Manicuring/Nail Technology program is to prepare the student for employment in the nail industry. The student will have a basic knowledge in all aspects of the manicuring and nail industry.			The manicuring program will work in an up to date facility. They will work with new products and sate of the art equipment. While in the manicuring area will see professional looking students working in an environment that portrays a nail salon out in the industry.		
<b>Program Strengths:</b>			<b>Program Weaknesses:</b>		
The major strength of the Manicuring/ Nail Technology program is our record of successfully preparing the students to pass the State Board Exam upon graduation from the program.			The lack of clientele base for this program is a weakness. The students must have so many live procedures before they can sit for the exam so we struggle to meet those requirements.		
<b>Program Opportunities:</b>			<b>Program Threats:</b>		
With the opening of two large day spas in our service area along with the nail and beauty salons there is a great opportunity for employment.			There are two community colleges in adjoining counties that also offer this program: therefore they are an obvious threat to our program.		
Goal #	Values for Teaching	College Goals	2006-2007 Department Outcomes/Goals	Success Criteria (e.g. outcomes, enrollment increases)	Plan of Action (including resources needed)
1	2,6	1	Graduates from the Manicuring/Nail Technology program will demonstrate their understanding of correct manicuring and pedicuring procedures necessary for professional practice by passing the State Board Licensing Exam.	80% of the graduates will successfully pass the Licensing Exam	Monitor test results from state licensing board. We will make sure the students are fully prepared for the exam by providing an environment conducive for learning: this environment will include equipment that is in excellent condition, appropriate supplies and materials, a curriculum with current manicuring techniques and qualified

					supportive instructors.
2	2,6	1 2	Students will demonstrate a basic understanding of the practical procedures of manicuring.	80% of final semester students will demonstrate competency in all procedures in the manicuring/ nail technology program scoring at least a "3" average on the competency checklist.	Monitor the competency based checklist that will be used to determine improvement of the student's procedures through out the 300 hour program.
3	6,9	1 7	Employers will be satisfied that graduates demonstrate the basic skills in manicuring, pedicuring, and the application of artificial products to the natural nail.	80% of the employers will find that the graduates will have these basic skills from the manicuring program.	Monitor results of a survey of the employers as conducted as part of the annual program review.
4	2,6	1 2	Students will demonstrate a basic understanding of the practical procedures of pedicuring.	100% of final semester students will demonstrate the ability to satisfactorily perform all practical procedures for a basic pedicure with a foot and leg massage.	Monitor the competency based checklist that will be used to determine improvement of the student's procedures throughout the 300 hour program.

<b>Budget Item Description: (Budget items requested from college funds)</b>	<b>Current Year Budget (Total Request) :</b>	<b>Ongoing Operational Budget :</b>	<b>Expansion Budget :</b>
Supplies-Consumable supplies for the manicuring program, initial start up supplies	\$1000.00	\$1000.00	
Equipment-			
Travel-			
Program Accreditation-			
Other-			
<b>TOTALS</b>	<b>\$1000.00</b>	<b>\$1000.00</b>	

<b>Goal</b>	<b>Criteria Results</b> Be sure to utilize most current data available	<b>End of Year Analysis</b> (Goals achieved impact of equipment purchased, improvements to your program, contingencies, etc.) Describe how you used the results to improve your program
1.	Goal achieved. We had a 100% passing rate of the State Board Exam. ( State Exam Rates)	We have exceeded our goal for the pass rate of the exam. We will strive to keep our pass rate up next year. The instructor for this class will be effective in their teaching methods so that our passing rate will remain above 80%.
2.	Goal achieved. 100% of the graduates scored at least a "3" on the competency based checklist.	We will continue to work with the students to ensure that they will meet or exceed the "3" average on the competencies.
3.	The response rate of the employer survey was not good. We did not receive one response from the employers of the manicuring graduates.	We might be able to safely say that the employers must have been satisfied with the graduate's basic entry level skills because you will usually get a response from those that are dissatisfied.
4.	Goal achieved. 100% of the graduates felt that they had received the basic skills necessary for employment. (graduate survey)	The student was 100% satisfied with the level of instruction they received at SCC. They would choose to attend SCC again for their training. The instructor will continue to mentor, instruct, lead and guide the students in their new profession.